

"Making Parks and Recreation the hallmark of citizen-focused quality, service and excellence for the entire City of Wenatchee"

WENATCHEE PARKS AND RECREATION ADVISORY BOARD MEETING AGENDA

Tuesday June 21, 2011 12:00-1:00pm
City Council Chambers 129 South Chelan Avenue

CALL TO ORDER:

ROLL CALL:

Greg Jones, Mark Peterson, Francisco Cuevas, Jeff Heuple, Laura Jaecks, Barbara Cecie, Steve Kolk

CITIZEN COMMENTS:

The Public comment period is to provide the opportunity for members of the audience to address the Board on items either not on the agenda or not listed as a Public Hearing. The Chair will open this portion of the meeting and ask for a show of hands, of those persons wishing to address the Board. When recognized, please give your name and mailing address, and state the matter of your interest. If your interest is an Agenda Item, the Chair may suggest that your comments wait until that time. Citizen comments will be limited to three minutes. If you require more than the allotted time, your item will be placed on the next agenda.

REGULAR AGENDA:

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|----|--|----------------|
| 1. | Minutes from the May 17, 2011 meeting | Action |
| 2. | Parks and Recreation Comprehensive Plan update | Review |
| 3. | Metropolitan Park District Ballot Measure | Discuss/Action |
| 4. | City Council Items | Informational |
| 5. | Grant Report | Informational |

NEXT MEETING: Tuesday July 19, 2011

Any person requiring a disability accommodation should contact the City at least 24 hours in advance for more information. For TDD relay service please use the state's toll-free relay service (800) 833-6384 and ask the operator to dial (509) 662-3392.

Agenda Item 1

WENATCHEE PARKS AND RECREATION ADVISORY BOARD

MEETING MINUTES

May 17, 2011

City Council Chambers 129 South Chelan Avenue

CALL TO ORDER:

The meeting was called to order at 12:00pm.

ROLL CALL

Board Members: Greg Jones, Mark Peterson, Francisco Cuevas NP, Jeff Heuple, Laura Jaecks NP, Barbara Cecie NP and Steve Kolk.

CONSENT AGENDA:

1. Approved the current agenda and minutes from April's meeting.

CITIZEN COMMENTS:

None

REGULAR AGENDA:

1. Dave gave an update on comp plan update schedule.
2. City Council Items update provided by Dave. Greg Jones mentioned using park land sales to pay city debts.
3. Grant Applications update provided by Dave.

ADJOURN: The meeting adjourned at 12:30 p.m.

Agenda Item 2



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Comprehensive Plan Update
Date: June 8, 2011

Action requested:

Review and provide comment

Background:

For the next several months, the Board will be asked to review and comment on Comprehensive Plan sections as they are prepared. To ease the Board into this process, this month is the Introduction Section.

1.0 Introduction

The purpose of the Parks, Recreation and Open Space Comprehensive Plan is to establish a framework to guide the acquisition, development and improvement of park areas and facilities and the provision of recreational services throughout the City of Wenatchee. It is designed to meet the City's recreational, social, and cultural needs now and into the future. This is an update to the City's 2006 adopted plan and is consistent with the Recreation and Conservation Office (RCO) and the Growth Management Act (GMA) Comprehensive Plan Guidelines.

Parks and recreation facilities must be recognized as valuable not only to city residents, but also visitors. As Wenatchee grows in population, demands on parks and recreational facilities increase. Recreational opportunities are one important measurement of community livability in that they help to build strong neighborhoods and promote a high quality of life.

Parks and recreation planning should be flexible to meet the ever-changing demands, yet comprehensive to assure that the needs of the community are consistently met. This plan examines and addresses current needs, desires and opportunities with an eye toward historical information relevant to parks and recreation development. Population factors, land use, and general geographic features of the community are also vital considerations within the plan.

The Parks, Recreation and Open Space Comprehensive Plan is adopted by reference as a part of the City of Wenatchee's Comprehensive Plan. This document provides an inventory of park and recreation facilities and programs in Wenatchee; outlines accepted standards for parks, open space, and recreation facilities; sets standards for such services; and presents a strategy for providing facilities and programs to meet the needs of the City's residents and visitors.

Agenda Item 3



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Metropolitan Park District Ballot Measure
Date: June 8, 2011

Action requested:

Discuss and if desired, recommend the City Council consider providing the submission of a proposition to the qualified voters of the City of Wenatchee at the November 8, 2011 election, for their approval or rejection, providing for authority to create a Metropolitan Park District pursuant to Chapter 35.61 RCW to be governed by the City Council of the City of Wenatchee serving as the ex officio Board of Commissioners of said Metropolitan Park District; setting forth the ballot proposition; and directing the City Clerk to certify to the County Auditor a certified copy of this Resolution; and providing other matters properly related thereto that they place a measure on the November Ballot asking voters to form.

Background:

The public involvement process used to create the 2006 Park, Recreation and Open Space Plan identified the need to obtain funding for parks and recreation facilities, services and operations. This need is identified in several goal and objective statements in the plan including:

“Endeavor to obtain funds for park facilities and open space through annual budgeting, state and federal grants, matching funds, bonds, levies, donations, conservation easements, or creative site planning.”

“Secure dedicated source of capital funds for capital projects and facilities.”

“Research instituting park impact fees on new development and zoning ordinance provisions for useable open space by new development.”

“Create requirements through the municipal code or zoning ordinance for new developments to provide a percentage of the total development or impact fees for public park space.”

“Investigate property transfer incentives for land donations or easements, especially for trails.”

“Work to secure long-term dedicated funding sources for the acquisition, development, operations and maintenance of the parks, facilities and recreation services.”

“Preserve and secure natural open spaces through pursuit of federal and state matching grants in partnership with public and private parties.”

“Work with local public, private and non-profit trails supporters to seek local, state and federal funds to acquire and develop identified park facilities that broaden the trail opportunities and provide trailheads to local and regional trail links.”

“Park maintenance operations need to have staff resources to operate parks with the most cost effective methods and policies.”

There are a wide variety of mechanisms available to Parks and Recreation agencies to provide funding for maintenance and operations, recreation program services and capital construction. Many of these are currently used by the City. The Parks and Recreation Advisory Board reviewed the funding mechanisms during their April and May 2008 and March, April and June 2010 meetings. The Parks and Recreation Advisory Board Facilities Committee also discussed a ballot measure at their June 2011 meeting. The following is a brief description of these mechanisms and how the City utilizes them.

GENERAL PROGRAM FEES AND DIFFERENTIAL USER FEES

Program participants and facility users in some cases pay fees to participate. Many of the programs and facilities that the City offers are currently free to all. In the cases where fees are collected, residents of the City of Wenatchee receive discounts for participation in programs or rental of facilities. The resident discount fee helps to provide a measure of equity between taxpayers and non-taxpayers. The use of non-resident fees or providing resident discounts is a common practice among parks and recreation departments and was implemented in Wenatchee in 2008. We currently adjust fees by 10% for residents/non-residents.

A formalized program pricing and cost recovery policy for recreation programs is scheduled to be developed in 2012 as part of the annual work plan.

Possible Uses: Parks Maintenance and Operations, Recreation Program Services.

REAL ESTATE EXCISE TAX

The State of Washington is authorized to levy a real estate excise tax on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages and other debts given to secure the purchase at a rate of 1.28 percent. RCW 82.45.060. A locally-imposed tax is also authorized. However, the rate at which it can be levied and the uses to which it may be put differs by city size and whether the city is planning under the Growth Management Act (GMA). All cities may levy a quarter percent tax (described as "the first quarter percent of the real estate excise tax" or "REET 1"). RCW 82.46.010. Cities and counties that are planning under GMA have the authority to levy a second quarter percent tax (REET 2). RCW 82.46.035(2). Note that this statute specifies that if a county is required to plan under GMA, or if a city is located in such a county, the tax may be levied by a vote of the legislative body. If, however, the county chooses to plan under GMA, the tax must be approved by a majority of the voters.

The City must spend the first quarter percent of their real estate excise tax receipts solely on capital

projects that are listed in the capital facilities plan element of their comprehensive plan. RCW 82.46.010(2)(6). RCW 82.46.010(6) defines "capital projects" as:

Those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities. New legislation passed by the State in 2011 allows for the use of REET funds for maintenance of REET acquired or developed projects. REET funds are currently not allocated to park and recreation purposes.

REET 2 must be spent solely on public works related projects – streets, sewers etc. and is not available for park projects.

Possible Uses: Capital Construction, maintenance and acquisition.

GRANTS

Generally speaking grants are sums of money awarded for a specific activity or facility. Usually, these grant awards do not need to be paid back. Grants are usually highly competitive, may be time consuming to complete, are geared to a specific activity, project or program and in many cases, require some type of financial or other match. There usually is reporting requirements during and following the completion of the grant funded project or program. The city is active in the preparation of grant applications for projects ranging from capital construction and park acquisition to employee health promotion and special needs programs. Since 2007, the Parks and Recreation Department has been awarded over \$530,000 in grant funding for projects.

Uses: Capital Construction and Acquisition, Recreation Program Services.

LEVY LID LIFT

With the passage of Initiative 747, there only two ways for a jurisdiction to increase property taxes by more than one percent (or the lesser of the IPD and one percent for jurisdictions with a population of 10,000 or more). Some jurisdictions have taken less than the maximum increase they could have in the past and have "banked" capacity that they can use.

The other way to increase property taxes by more than this amount is to do a levy lid lift under RCW 84.55.050.

Some of the benefits of this type of funding include: Can be permanent or for specific time period and people are generally familiar with a levy lid lift. It also gives voters the opportunity to "approve" or "reject" a project.

Some of the negatives associated with this type of funding are that it is generally used for a specific time period – 6 years so unless it is a project specific purpose, a campaign would need to be run again at the end of the time period. This option would potentially restrict tax availability for other uses such as Police, Roads etc. This option directly raises taxes and requires 60% plus 1 for approval. The city has not pursued this avenue for parks and recreation funding.

Possible Uses: Capital Construction and Acquisition, Recreation Program Services, Maintenance and Operations.

BONDS

Just as people need money, so do governments. Government needs money for everything from infrastructure to social programs. The problem large organizations run into is that they typically need far more money than the average bank can provide. A solution is to raise money by issuing bonds (or other debt instruments) to a public market. Thousands of investors then each lend a portion of the capital needed. Really, a bond is nothing more than a loan for which you are the lender. The organization that sells a bond is known as the issuer. You can think of a bond as an IOU given by a borrower (the issuer) to a lender (the investor). Just like any other bank loan, you pay the bond back over time with interest.

The Parks and Recreation Capital Investment Plan identifies the issuance of Bonds for the financing of park projects. They can be voted or non-voted. This issuance of bonds assumes the successful passage of the formation of a Metropolitan Parks District. Without the passage of this measure, there would not be an identified permanent revenue source available within the City to pay off the debt service involved with the issuance of bonds.

Possible Uses: Capital Construction and Acquisition.

GENERAL FUND

The general fund includes all monies taken in and paid out of the City with the exception of any special purpose funds. The two primary revenue streams are from the collection of sales tax and property tax. The general fund has historically provided the majority of financial support for the ongoing operation of the park system and provision of recreations services. It is uncertain at this time what level of support may be provided in the future for services due to the economic climate and other factors.

Possible Uses: Maintenance and Operations, Administration and Recreation Program Services.

METROPOLITAN PARKS DISTRICT

Chapter 98, Laws of 1907 authorized cities of the first class to create metropolitan park districts (MPD). The statutes were amended by Chapter 88, Laws of 2002. Prior to 2002, cities under 5,000 and counties could not create metropolitan park districts. Now all cities and counties may form metropolitan park districts (MPDs) that include territory in portions of one or more cities or counties. The first MPD was formed by Tacoma in 1907. A second district was formed in Yakima around 1945 and functioned until 1969. After the 2002 amendments several MPD's were formed.

The purpose of a MPD is to provide for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities. It can conduct forms of recreation or business beneficial for the public, or for the production of revenue for expenditure for park purposes (RCW 35.61.130. A MPD:

- May purchase, acquire and condemn lands within or without the boundaries of park district
- May issue and sell warrants, short- term obligations, or general obligation bonds

- May issue revenue bonds
- Can petition for the creation of local improvement districts
- May employ counsel, provide for park police officers, secretary of the board, and all necessary employees
- May establish civil service for employees
- Has power to regulate, manage and control, improve, acquire, extend and maintain, open and lay out, parks, parkways, boulevards, avenues, aviation landings and playgrounds, within or without the park district,
- Has power to authorize, conduct and manage
 - the letting of boats, or other amusement apparatus,
 - the operation of bath houses,
 - the purchase and sale of foodstuffs or other merchandise,
 - the giving of vocal or instrumental concerts or other entertainments,
 - the management and conduct of such forms of recreation or business as it shall judge desirable or beneficial for the public, or for the production of revenue for expenditure for park purposes;
- May sell, exchange, or otherwise dispose of surplus property
- Can annex territory

An MPD may include territory located in portions or all of one or more cities or counties, or one or more cities and counties, when created or enlarged. It can be initiated by petition of at least 15 percent of the registered property owners in the area and submitted to the county auditor of each county in which all or a portion of the proposed district would be located (*RCW 35.61.020*) or it *can* be initiated by a resolution of the governing body or bodies of each city and/or county which includes a portion or all of the area in the district.

Passage approving the MPD ballot measure requires approval by a majority of the voters voting. (*RCW 35.61.040*)

The metropolitan park board may be composed in any of the following alternatives:

- Five commissioners may be elected at the same election creating the district;
- For a district located entirely within one city or the unincorporated area of one county, the legislative authority of the city or county may act as the metropolitan park board; or
- For a district located in multiple cities or counties, each legislative authority may appoint one or more members to serve as the board.
- The governing structure of an existing (before June 13, 2002) metropolitan park district may not be changed without the approval of the voters (*RCW 36.61.050*)
- Vacancies filled in accordance with Ch. 42.12 RCW (*RCW 35.61.050 (2)*). If more than one city or county, may fill vacancy by terms of interlocal agreement (*RCW 35.61.050 (4)*).

Two regular property tax levies available - \$0.50 cents/\$1000 assessed valuation and one of \$0.25 cents. They are considered one levy for the purposes of the levy limits in Ch.84.55 RCW, but they have different rankings in the pro-rationing statute. **Levy is permanent.**

Possible Uses: Capital Construction and Acquisition, Recreation Program Services, Maintenance and Operations.

DONATIONS, PARTNERSHIPS AND SERVICE

Donations and volunteer service can be effective when a specific project or program is identified. Most of the recreational services that the City provides rely heavily on donations of some type to help provide equipment, materials or other support. In 2010 alone, over \$30,000 in financial donations were made to City Parks and Recreation Programs. Additional support was provided through the donation of materials and volunteer efforts.

Possible Uses: Capital Construction and Acquisition, Recreation Program Services, Maintenance and Operations.

SPONSORSHIPS

Similar to donations, sponsorships benefit individual programs and also the person or organization providing the sponsorship. Sponsorships are commonly seen in the case of youth athletic teams; however the Parks and Recreation Department uses sponsors for many of its programs and special events including the Subway Movie in the Park Series, Subway Halloween Carnival and Café Mela Concert Series, Tobacco Free Zone Signs and other Special Events. As with donations, sponsorship availability is somewhat dependent upon the economy and competition for funding from other programs and agencies. Obtaining sponsors and donations requires significant staff time to conduct the solicitation and subsequent follow up activity.

Possible Uses: Capital Construction and Acquisition, Recreation Program Services, Maintenance and Operations.

TRANSFER OF DEVELOPMENT RIGHTS

Transfer of Development Rights is a type of Zoning Ordinance that allows owners of property zoned for low-density development or conservation use to sell development rights to other property owners. The development rights purchased permit the landowners to develop their Parcels at higher Densities than otherwise. The system is designed to provide for low-density uses, such as historic preservation, without unduly penalizing some landowners. Example: Under a *transfer development rights* system, a landowner whose property is restricted to open space is assigned development rights in proportion to some overall desirable density for the jurisdiction. The landowner cannot utilize the rights but may sell them on the open market to landowners in other locations who are allowed to develop their properties. The rights may be used to develop additional structures on the unrestricted properties. In this way, restricted areas may be maintained as open space without completely destroying the development value of the properties. A TDR program has not been pursued at this time.

Possible Uses: Open Space preservation.

CONSERVATION EASEMENTS

A conservation easement is a restriction placed on a piece of property to protect its associated resources. The easement is either voluntarily donated or sold by the landowner and constitutes a legally binding agreement that limits certain types of uses or prevents development from taking place on the land in perpetuity while the land remains in private hands. Conservation easements protect land for future generations while allowing owners to retain many private property rights and to live on and use their land, at the same time potentially providing them with tax benefits.

In a conservation easement, a landowner voluntarily agrees to sell or donate certain rights associated with his or her property – often the right to subdivide or develop – and a private organization or public

agency agrees to hold the right to enforce the landowner's promise not to exercise those rights. In essence, the rights are forfeited and no longer exist. An easement selectively targets only those rights necessary to protect specific conservation values, such as water quality or migration routes, and is individually tailored to meet a landowner's needs. Because the land remains in private ownership, with the remainder of the rights intact, an easement property continues to provide economic benefits for the area in the form of jobs, economic activity and property taxes.

A conservation easement is legally binding, whether the property is sold or passed on to heirs. Because use is permanently restricted, land subject to a conservation easement may be worth less on the open market than comparable unrestricted and developable parcels. Sometimes conservation easements will enable the landowner to qualify for tax benefits in compliance with Internal Revenue Service rules. A conservation easement has been completed on Saddle Rock. The Chelan Douglas Land Trust is a leader in obtaining conservation easements on properties located in the Wenatchee Foothills.

Possible Uses: Trail access, open space and natural area preservation.

CONCESSIONS

This option allows commercial operations to be conducted in City Parks. The Cities of Chelan, Richland, Seattle and Renton as well as other cities across the State use this effectively to help fund the provision of park services. They have concession agreements ranging from Jet Ski and bicycle rentals to restaurants and other vendors. The Parks and Recreation Department has established a concession policy to allow concessions to operate in City Park areas. Currently a shaved ice vendor operates in Pioneer Park during the time the pool is open. Hot Dog vendors have also indicated interest. A food concession is operated by Wenatchee Youth Baseball in Lincoln Park.

Possible Uses: Maintenance and Operations and Recreation Program Services.

LEASES

Similar to concession agreements, park facilities would be leased out to organizations for the operation of their business or provision of services. The lease revenues would then be designated to support the provision of services. This is currently being used at the Community Center. Lease amounts vary as do term limits and are dependent upon the facility, program, service and market.

Possible Uses: Recreation Program Services, Maintenance and Operations.

SALES

Parks and recreation and recreation departments often sell merchandise, services or advertising to support the services and also provide a service to the facility users. Sales amounts vary depending upon what is being sold or provided. For example, Pro-shop type retail sales for items ranging from swim diapers to goggles and swim caps may be available at the pool or athletic apparel at a recreation center. Competition with local business should be taken into consideration when exploring this option. Generally, revenues raised through sales are not significant and the availability of merchandise is offered more as a service, but may help offset costs. This may also be addressed through concession agreements or long term leases. The Parks and Recreation Department has not utilized this option since 2006 at the City Pool due to inventory control issues and competition with local businesses.

Possible Uses: Recreation Program Services.

FEE IN LIEU OF/IMPACT FEES

Impact fees are charges assessed by local governments against new development projects that attempt to recover the cost incurred by government in providing the public facilities required to serve the new development. Impact fees are only used to fund facilities, such as roads, schools, and parks, that are directly associated with the new development. They may be used to pay the proportionate share of the cost of public facilities that benefit the new development; however, impact fees cannot be used to correct existing deficiencies in public facilities. In Washington, impact fees are authorized for those jurisdictions planning under the Growth Management Act (RCW 82.02.050 - .100), as part of “voluntary agreements” under RCW 82.02.020, and as mitigation for impacts under the State Environmental Policy Act (SEPA – Ch. 43.21C RCW). GMA impact fees are only authorized for: public streets and roads; publicly owned parks, open space, and recreation facilities; school facilities; and fire protection facilities in jurisdictions that are not part of a fire district. Setting fee schedules for impact fees is a complex process typically involving rate studies; generally, impact fees do not recover the full cost of a new facility since these fees must be directly and proportionately related to impacts associated with new development.

The Parks CIP identifies this source of funds for several projects. The implementation study was provided to the Planning Department in 2007 and at last word was awaiting their update of the development regulations before they could consider implementation. Since it has been four years since it was completed but not implemented, it is recommended that the study be updated prior to implementation.

Possible Uses: Capital Construction and Acquisition.

FOUNDATIONS

In many cases non-profit foundations serve as a conduit to receive funding for the completion of park and recreation related projects. Some grant sources will provide funding to only non-profits. There are several “Friends of” and “Parks Foundations” established that support local or regional parks and recreation agencies. In January 2011, the City established an agreement with the Wenatchee Valley Sports Foundation to provide this avenue for receiving project specific support and is in the process of developing the relationship.

Possible Uses: Capital Construction and Acquisition.

Decision Point:

The City is currently facing a budget shortfall in the General Fund to provide the existing level of city services. Funding for the provision of parks and recreation services may be reduced or eliminated entirely.

One of the funding mechanism options that is available to address this is shortfall is to place a proposition on the November ballot to form a metropolitan park district. Ordinarily, polling would be completed to determine levels of support prior to doing this. To meet election deadlines for this year, the City Council would need to pass a resolution requesting the item to be placed on the ballot no later

than their July 28th meeting. The following is a description of some of the key elements of a MPD proposal.

BOUNDARY

The initial Wenatchee Metropolitan Park District boundary is proposed to be the City limits of the City of Wenatchee. Using this as the boundary, the City Council can place the item on the ballot by Resolution. If areas outside the City are used, the County would need to pass a similar Resolution or a petition process utilized. If it is located within the city, the City Council could also then serve as the Board of Commissioners for the District, reducing the need for an additional Board and layer of Government. The City Finance Director could also serve as the Finance Director for the District. If contained outside the City, the Board would be an independent elected body and the Finance Director would be a separate or contracted position.

The MPD could annex areas in the future outside the District with the same petition process as it would need to go through initially to form the District if not placed on the ballot through the resolution process. Once the District is established, polling could be conducted to the areas within the Wenatchee School District to determine citizen interest in joining.

RATE/SERVICES

Three different rates and budgets were reviewed using the assessed valuations contained in the City budget document as a guide. Existing levels of service were also used for consistency.

At a \$0.25 cent per \$1,000 level. City Limits.

Using the MPD levy and other parks and recreation fees and charges and donations a similar budget level as the current parks and Recreation Department budget could be generated. In general terms, services would include recreation programming and the operation of the City pool. The total MPD revenue would equate to roughly \$554,016 per year. It would impact an owner of a \$250,000 house by \$62.50 per year or \$5.21 per month.

At a \$0.35/\$1,000 level. Same rate as Eastmont Metropolitan Park District. City Limits.

At this level, the MPD levy, donations, fees and charges provides a few more options. For one option, the current park maintenance operations budget could be covered by the MPD. Other park and recreation revenues may not apply depending upon the status of the programs and facilities remaining in the general fund budget.

The recommended alternative would be to use MPD and park and recreation revenues to provide for the current recreation and pool budgets and also provide for park capital improvements. In general terms, this rate would generate roughly \$774,572 per year. A portion of that could be dedicated for specific, long requested or needed capital projects and also used as grant match. Projects could include: Youth Athletic Field, skate spot, dog off leash area construction; picnic shelter replacement, park handicapped accessibility upgrades, trail development and other projects contained in the capital plan. This would impact an owner of a \$250,000 house by \$87.50 per year or \$7.29 per month.

At a \$0.50/\$1,000 level. City Limits.

At this level and using the above mentioned fees and charges the current parks maintenance and operations budget as well as pool and recreation could be provided. It would not provide for capital,

program or operations expansion or inflation unless some of the elements are scaled back, valuation increases or the district expanded. This would generate roughly \$1,106,532 annually. It would impact an owner of a \$250,000 house by \$125 per year or \$10.41 per month.

The remaining \$0.25 per \$1,000 that is available could be used for specific large capital project (aquatic enter etc.) with the debt service for bonds being paid by the additional rate.

A ballot measure in November would provide some key pieces of information that an advisory ballot or pre-polling may not provide as it is a true indication of how voters will respond. If the measure passes, then the expense for polling or a second election would not need to be conducted unless future annexation or bond measure for specific project is desired. If the measure fails by a little, then it would provide direction for a future campaign. If it fails significantly then it is probably best to wait several years before considering it again.

Future considerations:

If a ballot measure is placed on the ballot and is approved by voters, a future decision will need to be made on whether the MPD contracts with the City or City contracts with the MPD for services. The City and MPD could continue to operate separately, however this is not recommended.

The first scenario is the easiest and cleanest to implement. In this option the Wenatchee Metropolitan Park District would contract with the City of Wenatchee to provide Parks and Recreation services. In this scenario, the following would need to be accomplished:

- ✓ Develop an agreement that specifies the MPD provide City funding for the provision of recreational services and facilities to the MPD.
- ✓ Request the County appoint the City Finance Director as the MPD Financial Officer. (Not mandatory, but preferred for economies of scale).
- ✓ Adopt MPD Governing Board rules of procedure.
- ✓ Establish a MPD budget and comprehensive plan.
- ✓ Conduct MPD board meetings.

In the second scenario, the city would contract with the District to provide services. The following would need to be accomplished depending on the scope of the District:

- ✓ Develop a lease or transfer of City owned properties to the MPD for their use, maintenance and operation. Impact or other fees collected to the City would be provided to the MPD for Capital construction.
- ✓ MPD would need to acquire/lease or develop agreements for the use of vehicles and equipment for maintenance or operations.
- ✓ Fees collected by the MPD for services or facility use remain with the MPD.

- ✓ Identify uses of dedicated grant funding - Grants received for capital projects would be expended on those projects in cooperation with MPD.
- ✓ Modify the City budget to remove parks and recreation.
- ✓ Update and modify the City adopted (Comprehensive, CIP) plans and policies to reflect the changes.
- ✓ Make decisions on future and role of the City Parks and Recreation Advisory Board.
- ✓ Establish a MPD budget.
- ✓ Obtain insurance coverage for the MPD.
- ✓ Obtain MPD employee benefit coverage.
- ✓ Locate and secure administrative office space and all supplies, equipment and materials for the administrative functions of the District.
- ✓ Select and hire MPD staff including a bonded Financial Officer.
- ✓ Adopt a MPD capital improvement plan and comprehensive plan.
- ✓ Adopt MPD Governing Board rules of procedure.
- ✓ Conduct MPD board meetings.

Below is a draft of the resolution that would need to be passed by the City Council on July 28th to place the item on the November 8th ballot for voter consideration. Additional materials will be provided at the meeting. If the item is placed on the ballot, a citizen campaign committee should be formed as staff is limited in the role they can play. Some individuals have expressed their desire to assist in this capacity.

RESOLUTION 2011-XX

A RESOLUTION providing for the submission of a proposition to the qualified voters of the City of Wenatchee at the November 8, 2011 election, for their approval or rejection, providing for authority to create a Metropolitan Park District pursuant to Chapter 35.61 RCW to be governed by the City Council of the City of Wenatchee serving as the ex officio Board of Commissioners of said Metropolitan Park District; setting forth the ballot proposition; and directing the City Clerk to certify to the County Auditor a certified copy of the this Resolution; and providing other matters properly related thereto.

WHEREAS, the City currently operates, acquires, and maintains its parks lands and recreation facilities using general fund dollars; and

WHEREAS, due to the economic recession and other factors, the City faces an anticipated shortfall in its general fund; and

WHEREAS, providing parks, open spaces and recreational opportunities is an extremely important function of city government for the livability and economic vitality of the community and public health, safety and welfare of Wenatchee residents; and

WHEREAS, the City's general fund cannot support the ongoing costs of providing park lands, recreation facilities and programs at a level which will meet the current or future needs and expressed desires of the citizens; and

WHEREAS, Parks and recreation services derives much of its funding from the General Fund. Additional funding is received in the form of donations, contributions and user fees and charges; and,

WHEREAS, the City Council has taken steps to increase user fees and charges for facilities and services provided by the Parks and Recreation Department; and,

WHEREAS, creation of an MPD would be financially advantageous to the City and its citizens, because state law grants MPDs more financial flexibility than cities possess; and

WHEREAS, Chapter 35.61 RCW allows the City to create a metropolitan park district wholly within its corporate limits; and

WHEREAS, a metropolitan park district has additional and independent authority to tax property to raise funds restricted to parks and recreation purposes provided for in Chapter 35.61 RCW; and,

WHEREAS, an established MPD has the authority to levy a maximum of \$.75 per \$1,000 assessed property value, but a levy rate of \$.35 per \$1,000 assessed property value is adequate to continue to provide the current level of parks and recreation services in the City of Wenatchee and complete many capital project that have been requested by its citizens; and

WHEREAS, RCW 35.61.050 gives cities the authority to pass a resolution calling for an election on the creation of an MPD and stating the name of the proposed MPD and how it will be governed; and

WHEREAS, RCW 35.61.050 provides that when the boundaries of an MPD will be the same as a city's corporate limits, the City Council may serve as the ex officio Board of Parks Commissioners; and

WHEREAS, in order to minimize the impact of cuts in services to people using Wenatchee parks and recreation facilities and services the City Council has directed staff to prepare a proposition to be placed on the November 2011 ballot authorizing the creation of a metropolitan park district (MPD) pursuant to Chapter 35.61 RCW; and,

NOW, THEREFORE, the City Council of the City of Wenatchee do hereby resolve as follows:

Section 1. Proposed metropolitan park district.

The City Council proposes that the metropolitan park district be called “Wenatchee Metropolitan Park District,” that its boundaries are the same as the Wenatchee corporate limits, and that the Wenatchee City Council serves as the ex officio board of parks Commissioners.

Section 2. Call for election.

Pursuant to RCW 35.61.020, the City Council of the City of Wenatchee hereby calls for submission of a proposition to the qualified electors of the City asking whether a metropolitan park district shall be created. The Chelan County Auditor, as ex officio supervisor of elections in Chelan County, is hereby requested to place the measure on the November 8, 2011 General Election ballot.

Section 3. Ballot Proposition.

The proposition to be submitted to the electorate of the City of Wenatchee shall read substantially as follows:

**CITY OF WENATCHEE
PROPOSITION NO. 1
METROPOLITAN PARK DISTRICT**

The Wenatchee City Council passed Resolution No. 2011-XX to allow voters to decide whether to create the “Wenatchee Metropolitan Park District,” to be governed by the Wenatchee City Council as the ex officio Board of Parks Commissioners. If created, the metropolitan park district would have all the powers under Chapter 35.61 RCW, including the authority to levy a general tax on property not to exceed the statutory maximum, and would provide parks and recreation services.

Shall the Wenatchee Metropolitan Park District be so created and governed?

[] For the formation of the Wenatchee Metropolitan Park District, to be governed by the City Council of the City of Wenatchee as the ex officio Board of Parks Commissioners.

[] Against the formation of a metropolitan park district.

Section 4. The City Clerk shall present a copy of this Resolution to the Chelan County Auditor no later than forty-five (45) days prior to the November 8, 2011 election date.

Agenda Item 4



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: City Council Items
Date: June 8, 2011

Action requested:
Informational only.

Background:

The following is a report of parks and recreation related items that the City Council has or will be considering. The schedule is tentative and is subject to change.

June 9, 2011

- ✓ Parks and Recreation Month Proclamation
- ✓ Wenatchee Valley College License Agreement Amendment for use of the Community Center
- ✓ Chelan Douglas Literacy Council License Agreement Amendment for use the Community Center
- ✓ Executive Session to discuss property

July 14, 2011

- ✓ Acceptance of RCO Grant for the acquisition of Saddle Rock.

July 28, 2011

- ✓ Last date for Council to approve placing items on the November ballot.

August 4, 2011

- ✓ Trust for Public Lands Conservation Financing Study – (work session).

Agenda Item 5



MEMO

Parks and Recreation Department

To: Parks and Recreation Advisory Board
From: Dave Erickson, Parks and Recreation Director
Re: Grant Applications
Date: June 8, 2011

Action requested:

Information only.

Background:

The following is a summary report of current grant activity.

RCO grant (Saddle Rock) – We received formal word that we were successful on our WWRP Local Parks grant application. We are currently completing the RCO Milestone worksheet, obtaining appraisals and review appraisals as required by the RCO and following up with removing expired title exceptions. The grant agreement with the State should be ready for City Council consideration on July 14.

RCO grant (Foothills North) – We also learned that we have moved up the funding list for the Foothills North Project and are now the first alternate to receive funding. This is a \$2.1 million dollar grant for acquisition of priority properties in the north foothills. We submitted our certificate of match and have been informed that it is likely that we could see some funding from the grant program as early as next year even though we are an alternate.